

Dear Prospective Bidder:

The Consulate of the United States of America invites you to submit a quotation for fulfillment of the following project:

Repair the pavement of the parking lot in front of the Consulate Office Building located on 32 Pushkinskaya Street, Vladivostok. Scope of work is attached.

The tender's conditions:

All firms who respond to the solicitation must be technically qualified and financially responsible to perform the work. At a minimum, each Bidder must meet the following requirements when submitting their proposal:

- Have the necessary personnel, equipment and financial resources available to perform the work;
- Have all licenses and permits required by local law;
- Meet all local insurance requirements;
- Have no adverse criminal record;
- Have no political or business affiliation which could be considered contrary to the interests of the United States;
- Have good experience and past performance records; and,
- Identify specialized experience and technical competence required to construction the work in accordance with this solicitation.

The contract will be a firm, fixed price contract. The declared price is final and not subject to change. Each Bidder will be responsible for determining the expenditures that will be required to complete the project, and for pricing its proposal accordingly. The successful bidder should provide one year warranty for all services provided. The contract will be awarded to the technically qualified, lowest price bidder.

The declared price should be valid during 3 months. The approximate period of performance of work is end of September 2012.

Payment for the services provided will be made via EFT within 30 days from the date the services are received AND receipt of proper, original invoice by the U.S. Consulate General in Vladivostok.

If your firm is interested in this project, your representative is invited to attend the site visit, which will take place on **27 July, 2012 on 10:00 am** in the U.S. Consulate Office Building located on **32 Pushkinskaya Street**, Vladivostok, Russia.

All proposals must be submitted in a sealed envelope marked "Quotation Enclosed" to Mrs. Molly Fayen, Contracting Officer, 32 Pushkinskaya Street, Vladivostok, Russia, 690001 **before 6:00 pm on August 06, 2012**. Any proposals submitted after this deadline will not be considered.

Documentation for this project is on the site of the U.S. Consulate - <http://russian.vladivostok.usconsulate.gov/tenders.html>

In case of questions, please call Larissa Konischeva, Procurement assistant by telephone 2-703-723 or Andrey Balabin, Maintenance Foreman by telephone 2-703- 732 during regular business hours.

Sincerely,

Molly Fayen
Contracting Officer

SCOPE OF WORK

Repair the parking lot in the front of the Consulate Office Building

Services described herein are required for the U.S. Consulate located at 32 Pushkinskaya Street, Vladivostok, Russia. Work should be performed during working hours from 9AM to 5.30PM, Monday through Friday. All work and procedures shall be performed in conformity with the specifications and work requirements herein. All local labor standards for occupational safety and health apply to this contract.

Under the project the contractor shall repair the parking lot in the front of Consulate Office Building (COB). All the materials must be purchased by the Contractor. Contractor will be escorted by Consulate staff at all times while on Consulate premises.

The contractor shall perform the following types of work.

1. Remove blocks from the side of parking lot
2. Put asphalt
3. Install the blocks on the place.

Level should be made so that the water flowed down from the parking lot on the road.

The square of the parking lot is 80 m²;

The approximate volume of asphalt is 10 m³.

The size of pavement is:

